

July 19, 2016

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9 AM on Tuesday, July 19<sup>th</sup>, 2016, with Tom Broeker, Bob Beck and Jim Cary present.

Unless otherwise noted, all motions passed unanimously.

Meet with Department Heads: Deputy Auditor Terri Johnson gave an update for the upcoming General Election. The candidate filing period will be August 8<sup>th</sup> – 31<sup>st</sup>. Health Department Administrator Christa Poggemiller reported they have been awarded Pending Recognition to the criteria contained in the CDC Diabetes Prevention Recognition Program. Diabetes prevention needs to be addressed in the community. In their efforts to address diabetes prevention, a Public Health Nurse received lifestyle coach training. They applied for recognition to begin lifestyle coaching classes this fall. They will have Pending Recognition for one year and when the one year data is submitted they should be moved into Recognition status. Jail Administrator Doug Ervine reported they have fifty-two inmates at the jail. Conservation Office Manager Joel Behne reported Chris Lee is meeting with the AmeriCorp Group. They are working on trails and eradicating invasive species at Big Hollow. Joel plans to attend the funeral of former Sheriff Merritt Quick. County Engineer Brian Carter reported on several projects. The Madison Ave project may be on hold. A utility failed to realize a gas line was within the project scope. Skunk River Rd culvert replacement project started yesterday and should be done by tomorrow. North Gear and Flint Bottom Rd intersection paving should be done by the end of August. Asphalt work on the Mediapolis Rd has been moved to night work due to the extreme heat expected. Paving will start at 6PM. The Hwy 99 paving is continuing.

Correspondence: Received a letter from the Henry County Supervisors. The letter referenced the Patient Advocate 28E Agreement executed in December 2012. They wish to terminate their participation in the Agreement and the letter serves as their ninety day written notice to withdraw from the 28E Agreement. All county participants (including Des Moines, Lee and Louisa) will send letters to each county requesting the same termination. The Patient Advocate is now a regional Mental Health Advocate.

Accounts Payable Claims in the amount of \$958,900.19 were approved upon motion made by Cary. Seconded by Beck.

The Board presented a resolution adopting the Des Moines County Courthouse and Public Building Security Plan. Beck motioned to approve the resolution. Seconded by Cary.

**RESOLUTION ADOPTING DES MOINES COUNTY COURTHOUSE AND PUBLIC BUILDINGS SECURITY PLAN**

WHEREAS, Des Moines County, Iowa created a committee to establish a security and safety plan for the Des Moines County Courthouse and County public buildings, and

WHEREAS, said committee drafted a Des Moines County Courthouse and Public Buildings Security Plan, and

WHEREAS, such Plan is critical to ensure a safe working environment for County and State employees, and also for the safety of citizens who go to the Courthouse and/or other County public buildings, and

WHEREAS, the Plan includes actions to be taken in the case of natural disasters and for emergency procedures and the safe evacuation of the Courthouse and public buildings in case of threats of injury or violence, as well as to designate the roles and responsibilities of various individuals to assure that these policies is carried out.

BE IT THEREFORE RESOLVED that the Des Moines County Courthouse and Public Buildings Security Plan described above is hereby adopted and approved July 19, 2016 by the Des Moines County Board of Supervisors.

APPROVED AND SIGNED THIS 19<sup>TH</sup> DAY OF JULY, 2016.

Thomas Broeker, Chairman, Des Moines County Board of Supervisors  
Jim Cary, Des Moines County Board of Supervisors  
Robert Beck, Des Moines County Board of Supervisors

ATTEST: Terri Johnson, Deputy Auditor

The Board presented a resolution adopting an official policy to keep the Security Plan confidential. Beck motioned to approve the resolution. Seconded by Cary.

### **RESOLUTION**

Be it resolved, pursuant to Iowa Code Section 22.7(50), that the Des Moines County Board of Supervisors hereby adopts the official policy that the Des Moines County Courthouse and Public Building Security Plan shall be kept confidential. Moreover, this policy of confidentiality applies to security video recordings from the county building security cameras. Finally, any work session conducted by the Board of Supervisors devoted to reviewing, revising, and adoption of the security plan shall be a closed session.

A copy of this Resolution adopting this policy shall be attached to and made a part of the Des Moines County Courthouse and Public Building Security Plan.

Dated and signed this 19<sup>th</sup> of July, 2016

Thomas Broeker, Des Moines County Supervisor  
Jim Cary, Des Moines County Supervisor  
Robert W. Beck, Des Moines County Supervisor

The Board received the Assessor's list of Homestead Credits and Military Exemptions for 2016. Beck motioned to approve the list. Seconded by Cary.

The following personnel action was approved: County Attorney's Office, Cheri Tuney received an 18 month step increase. New rate \$24,210.48 effective 7/22/16. Cary motioned to approve the increase. Seconded by Beck.

The following reports were received and filed in the Auditor's Office:

Byar Trust Report, Qtr ending June 2016  
Clerk's Report of Fees collected, June 2016  
Correctional Center, May 2016

Beck motioned to approve minutes for the Board meeting held on July 12<sup>th</sup>, 2016. Seconded by Cary.

Committee reports: Cary attended a RUSS meeting. Broeker attended a Mental Health Region meeting.

Meeting was adjourned at 9:40 AM.

A work session with the Board of Supervisors and IT Director was held to discuss IT Projects. The first project is Security Email training for employees. The initial training will be a forty-five minute video for employees regarding email phishing. Individual sessions will follow later. The second project is E-Forms for Department Heads and Employees to use. This will be a paperless program for timesheets and other documents.

This Board meeting is recorded and kept on file for two years. The minutes are also posted on the county's website [www.dmccounty.com](http://www.dmccounty.com)

Approved July 26, 2016  
Tom Broeker, Chairman  
Attest: Terri Johnson, Deputy Auditor

All July Claims		
1st United Presbyterian	pantry	300.00
Abc Fire Extinguisher	srvs	117.00
Absolute Transport	srvs	1,954.83
Access Energy	srvs	498.03
Access Systems	srvs	40.18
Advance Corretnl Hlthcr	srvs	8,782.67
Allgood Animal Hospital	srvs	54.00
Alliant Energy/Ipl	srvs	8,695.36
Altorfer	srvs	373.80
Amerihealth Caritas IA	srvs	294.08
Anchor Homes	srvs	5,865.85
Anderson Erickson	supl	910.40
Arnold Refrigeration	srvs	521.75
Barksdale, Holly	reimb	9.60
Bauer Built Tire	srvs	677.00
Blades of Green	srvs	4,135.00
Bob Barker Co	supl	68.14
Bounceback	fee	750.00
Bridgeway	srvs	1,693.12
Broeker, Tom	reimb	125.20
Burke Cleaners	srvs	34.95
Burlington Hawk Eye	publ	384.86
Burl Munic Waterwork	srvs	2,640.26
Carquest	supl	130.58
Central Ia Detention	fee	2,350.00
Centre State Intern'l	supl	2,625.79
Century Link	srvs	1,648.01
Cessford Construction	supl	7,951.20
Cidco	rent	300.00
Cintas Corporation	supl	71.91
City of Burlington	srvs	321.79
City of Mediapolis	srvs	31.00
Clear Falls	srvs	33.25
Comm Health Centers	grant	522.13
Counseling Assoc	srvs	722.00
Craftsman Press	supl	233.00
Cray, Goddard, Miller,	srvs	750.00
Cti Technology	srvs	1,440.00
Danville Savings Bank	go loan	98,781.11
Danville Station	fee	10,000.00
Danville Telecom	srvs	30.02
Davis, Brigitte	reimb	6.00
Dci-Sor	fee	80.00
Delong Construction	srvs	47,127.05
Des Moines Co Attorney	fee	11.00
DMC Conservation	fee	11.60
DMC Reg Waste Comm	fee	11,442.82
Des Moines Co Sheriff	fee	100.00
Des Moines Co News	publ	676.28

Des Moines Stamp	supl	138.30
Descom	fee	115,688.83
Desjardins, Patricia	srvs	105.00
Diamond Vogel Paint	supl	98.17
Duke, Jay	supl	160.00
EIA Light & Power	srvs	2,829.97
Eastern Iowa Tire	srvs	587.30
Eberhardt, Seth	exam	360.20
Ecolab Pest Elim Div	srvs	74.52
Electronic Applications	srvs	544.00
Embellishments & Dsgn	srvs	116.00
Esri	fee	15,600.00
Fastenal	supl	225.69
Fisher Enterprises	srvs	220.00
Graham, Billy	rent	300.00
Graybill Communications	srvs	70.00
GRMC	srvs	270.00
Greater Burl Convention	fee	500.00
Greenwood Cleaning	supl	2,962.49
Gugeler, Allen	srvs	1,650.00
H & L Mack Truck	supl	72.19
Hardin, Gina	reimb	35.00
Helmuth Repair	supl	759.91
Henry M Adkins	equip	51,036.33
Home Caring Srvs	srvs	312.46
Horn, Ted	rent	300.00
Huffman Welding	supl	135.40
Hutchinson, Connie	reimb	87.60
Hy-Vee	supl	226.24
ICAP	ins	249,658.47
Ia Health Care Assoc	fee	125.00
Ia Natural Heritage Found	fee	150.00
Ia Prison Industries	supl	1,754.66
Iconnectyou	srvs	250.00
Inmate Services	fee	460.00
Insight Partnership Group Llc	srvs	2,418.47
Ipac	fee	2,061.00
Isac	fee	5,700.00
Isac Group Unemp Fund	fee	5,570.03
J & S Electronic	srvs	2,409.76
J J Nichting Co	supl	147.00
John Deere Financial	supl	245.73
Johnson Co ME	exam	483.32
Johnson Co Sheriff	srvs	31.58
Joint Safety Committee	fee	11,959.25
Keltek	srvs	59,305.83
King, Joyce	reimb	91.00
Klenk, Cecelia	reimb	10.80
Klingner & Associates	srvs	1,568.00
Kohl Wholesale	supl	3,063.95

Kozlowski Law Group	srvs	120.00
L & W Quarries	supl	1,562.35
Labsource	supl	476.00
Laveine Sanitation	srvs	395.29
Lisco	srvs	500.00
Long Creek Cemetery	fee	260.00
Lowe's	supl	17.06
Lunning Chapel	srvs	900.00
Mcfarland-Swan	supl	87.90
Mcginity, Lisa	reimb	35.10
Mckee Foods	supl	138.24
Mediacom	srvs	69.95
Mediapolis News	publ	201.18
Menards	supl	7.19
Midtown Gardens Assc	rent	300.00
Milestones Area Agency	fee	45.00
Mjth	rent	5,773.00
Mtc Technologies	srvs	146.87
Northland Securities	srvs	1,500.00
Omg, Dba Cessford Const	srvs	406,674.20
On-Site Info Destruction	srvs	48.60
Paetec	srvs	1,215.79
Patterson, Tom	srvs	675.00
Pieper, Rpr, Kelly	srvs	817.15
Pitney Bowes Global	srvs	2,146.77
Poggemiller, Christa	reimb	57.00
Prugh-Thielen Funeral	srvs	900.00
Purchase Power	supl	150.00
Quill	supl	203.94
Rapids Reproductions	supl	90.80
Rathbun Regional	srvs	203.00
Record Securities	srvs	1,750.58
RUSS	fee	10,000.00
Reif Oil	supl	1,794.20
Reliable Pest Solutions	srvs	54.65
Roberts Tire Center	srvs	795.12
Roto-Rooter	srvs	280.00
Salvation Army	pantry	400.00
Seirpc	trails	33,500.00
Self-Reliance	srvs	18,069.38
Shottenkirk	srvs	108.96
Siacc	fee	29,761.95
Siadsa	fee	6,080.00
Smith, Roberta	rent	300.00
St Mary's School	fee	50.00
St Vincent De Paul's	pantry	200.00
Standard of Beaverdale	supl	43.96
Staples Credit Plan	supl	570.50
Star Food Service	supl	156.42
State Hygienic Lab	srvs	80.00

Stegall, Kim	rent	500.00
Storey Kenworthy	supl	163.02
Taeger, Mitchell	fee	375.00
Titan Machinery	supl	1,335.86
Titus, Kathy	srvs	675.00
Tpc	supl	1,146.92
Treat America Food	srvs	1,285.35
Uniform Den	supl	572.02
United States Treasury	fee	328.64
Us Bank	supl	7,028.35
Us Cellular	srvs	1,217.86
Valley Distribution	supl	88.94
Vanerstrom, Brian	reimb	14.74
Verizon Wireless	srvs	2,910.05
Wapello Co Auditor	fee	2,292.52
Warner, Deedra	reimb	37.59
Weatherwax, Judy	reimb	135.00
Webb, Lynne	reimb	6.00
Wex Bank	fuel	4,693.53
Wilkens Law Office	fee	327.00
Wilson Rentals	rent	300.00
Windstream	srvs	93.26
Wittkamp, Rodney	rent	300.00
Ywca Domestic Viol Shelt	fee	3,000.00
Zaiser's Florist	supl	44.75
	grand total	1,327,836.57

0001 General Basic	325,776.98
0002 General Supp	321,044.11
0003 Gis	15,760.44
0008 Correct Facility Res	451.22
0010 Mh-Dd Services	30,086.01
0011 Rural Srvs Basic	38,692.82
0012 Pioneer Cemetery	471.81
0016 Case Management	1,799.35
0018 Residential Care Fac	414.71
0020 Secondary Roads	431,382.03
0029 Crisis Center	918.94
2000 Debt Service	98,781.11
4000 Emergency Mngmt	649.63
4010 E911 Surcharge	60,651.70
4012 Communications	423.95
4100 County Assessor	531.76